## **ACTIONS** for the Principal, School Administrator, or Designee



Participate in developing and Arrange for diabetes management implementing school policy related to training for the school nurse, trained diabetes management at school and diabetes personnel, and other staff members with responsibility for students implement school district policy. with diabetes. Inform staff members **☐** Allocate sufficient resources to manage about how and when they should contact students with diabetes. trained diabetes personnel. Ensure that ☐ Develop and implement a system to trained diabetes personnel are available at inform school health services of the all times when the student is on or off pending enrollment of a student with campus for school-sponsored activities diabetes. and events. ☐ Promote a supportive learning envi-☐ Alert all school-related staff members ronment for students with diabetes. who teach or supervise a student with Treat these students the same as other diabetes. Ensure that they, including the students except to respond to medical bus driver, are familiar with the accomneeds. modations and emergency procedures contained in the student's Diabetes ☐ Meet annually with the school health Medical Management Plan, 504 Plan, team. Arrange and attend a meeting of IEP, or other education plan. the school health team members (student, family, school nurse, 504/IEP coordina-☐ Alert all substitute personnel. Ensure tor, teacher(s), and other staff members that they are aware of the needs and who have primary responsibility for the emergency procedures for students with student) before the school year starts, or diabetes. when the child is newly diagnosed, to **☐** Work with the school health team to discuss medical accommodations and implement the student's written plans, educational aids and related services the including the Diabetes Medical student needs. Management Plan, and monitor ☐ Identify all staff members who have compliance. responsibility for the student with

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diabetes.

## **ACTIONS** for the Principal, School Administrator, or Designee Continued

- ☐ Implement school policy on availability of trained staff. The school nurse or at least one of the school's trained diabetes personnel must be available when the student with diabetes is on campus or is a participant in off-campus school-sponsored activities and events.
- ☐ Respect the student's confidentiality and right to privacy.
- **☐** Help develop and implement oncampus as well as off-campus emergency protocols.
- ☐ Include diabetes awareness as part of health or cultural education.
- **☐** Support and facilitate ongoing communication between parents/guardian of students with diabetes and school staff.

- Learn about diabetes by reviewing the materials contained in this guide.
- ☐ Be able to recognize and respond to signs and symptoms of hypoglycemia and hyperglycemia in accordance with the student's Quick Reference Emergency Plan, which includes knowing when and how to contact the school nurse or trained diabetes personnel.
- **☐** Understand the federal and state laws that may apply to students with diabetes, including Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Individuals with Disabilities Education Act; understand procedures for implementation (see Section 4).